



CITY OF HOUSTON

Administration & Regulatory Affairs

Interoffice

Correspondence

To: All Department Directors

From: Tina Paez, Director
Administration & Regulatory Affairs

Date: January 4, 2016

cc: ARA Executive Staff

Subject: City of Houston
2016 Mileage Rate

Pursuant to AP 2-5, the Director of Administration and Regulatory Affairs (ARA), is charged with the responsibility of publishing an annual Notice of Rate Revision associated with mileage reimbursement rates as set out the Internal Revenue Service.

Beginning January 1, 2016, the Internal Revenue Service has established an optional standard mileage rate of 54 cents for all business miles driven. Please note the City of Houston will decrease our current standard mileage rate of 56 cents to 54 cents to match the IRS standard amount.

Kindest Regards,

Tina Paez, Director
Administration & Regulatory Affairs